

**GSA Schedule GS-35F-0648Y  
Authorized Federal Supply Service (FSS)  
Information Technology Schedule Pricelist**

**Contract Number: GS-35F-0648Y  
General Purpose Commercial Information Technology  
Equipment, Software and Services - FSC Group 70  
Feb 2015**

**SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES**

FPDS Code D301	IT Facility Operation and Maintenance
FPDS Code D302	IT Systems Development Services
FPDS Code D306	IT Systems Analysis Services
FPDS Code D307	Automated Information Systems Design and Integration Services
FPDS Code D308	Programming Services
FPDS Code D310	IT Backup and Security Services
FPDS Code D311	IT Data Conversion Services
FPDS Code D313	Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FPDS Code D316	IT Network Management Services
FPDS Code D317	Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services (All other information services belong under Schedule 76)
FPDS Code D399	Other Information Technology Services, Not Elsewhere Classified

**Note 1:** All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

**Note 2:** Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is not to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.

**Note 3:** This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performance by the publisher or manufacturer or one of their authorized agents.

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Internet Address/Web Site: [www.spatialfront.com](http://www.spatialfront.com)  
Contract Number: GS-35F-0648Y  
Period Covered by Contract: Sep 25, 2012 through Sep 24, 2017  
General Services Administration  
Federal Supply Service  
Price current**

Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage! System. Agencies can browse GSA Advantage! by accessing the Federal Supply Service's Home Page via the Internet at <http://www.fss.gsa.gov/>.

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**SPECIAL NOTICE TO AGENCIES: Small Business Participation**

SBA strongly supports the participation of small business concerns in the Federal Acquisition Service. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service ([www.gsaadvantage.gov](http://www.gsaadvantage.gov)). The catalogs/pricelists, GSA Advantage!™ and the Federal Acquisition Service Home Page ([www.gsa.gov/fas](http://www.gsa.gov/fas)) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

**1. GEOGRAPHIC SCOPE OF CONTRACT:**

*Domestic delivery* is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

*Overseas delivery* is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

- ☐ The Geographic Scope of Contract will be domestic and overseas delivery.
- ☐ The Geographic Scope of Contract will be overseas delivery only.
- ☒ The Geographic Scope of Contract will be domestic delivery only.

For Special Item Number 132-53 Wireless Services ONLY, if awarded, list the limited geographic coverage area:

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**2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:****Remittance**Ordering/Payment Address and Information:

Spatial Front, Inc.

8800 Cord Cir

Potomac, MD 20854

Attn: Shawn Zhang

[shawn@spatialfront.com](mailto:shawn@spatialfront.com)

Technical/Ordering Assistance

Shawn Zhang

cell: 240.498.2960

email: [shawn@spatialfront.com](mailto:shawn@spatialfront.com)

Contractor must accept the credit card for payments equal to or less than the micro-purchase for oral or written orders under this contract. The Contractor and the ordering agency may agree to

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use the credit card for dollar amounts over the micro-purchase threshold (See GSAR 552.232-79 Payment by Credit Card). In addition, bank account information for wire transfer payments will be shown on the invoice.

**3. LIABILITY FOR INJURY OR DAMAGE**

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

**4. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:**

Block 9: G. Order/Modification Under Federal Schedule Contract  
 Block 16: Data Universal Numbering System (DUNS) Number: **833175917**  
 Block 30: Type of Contractor: **Small Disadvantaged Business**  
 Block 31: Woman-Owned Small Business - **Yes**  
 Block 37: Contractor's Taxpayer Identification Number (TIN): **26-3662778**

- 4a. CAGE Code: 5XGW3  
 4b. Contractor has registered with the Central Contractor Registration Database.

**5. FOB DESTINATION**

Not applicable to Special Item Number 132-51 Information Technology Professional Services.

**6. DELIVERY SCHEDULE**

- a. TIME OF DELIVERY: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

Special Item Number	Delivery Time (Days ARO)
<i>132-51</i>	<i>30 days or as stated on Order. 25 days expedited</i>

- b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

**7. DISCOUNTS:**

Prices shown are NET Prices; Basic Discounts have been deducted.

- a. Prompt Payment: 1% -20 days from receipt of invoice or date of acceptance, whichever is later.  
 b. Quantity: none  
 c. Dollar Volume: n/a  
 d. Government Educational Institutions: Same as other Government customers.

**8. TRADE AGREEMENTS ACT OF 1979, as amended:**

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

**9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:**

Not applicable.

**10. Small Requirements:**

The minimum dollar of orders to be issued is \$100.

**11. MAXIMUM ORDER**

**(All dollar amounts are exclusive of any discount for prompt payment.)**

- a. The Maximum Order for the following Special Item Numbers (SINs) is \$500,000:  
Special Item Number 132-51 - Information Technology Professional Services

**12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS**

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

**13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS**

**REQUIREMENTS:** ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

**13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):**

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

**13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS):** Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Acquisition Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

**14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003)**

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- (c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.
- (d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.
- (k) Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

**15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES:**

Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See 52.212-4)



**16. GSA ADVANTAGE!**

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.gsadvantage.gov>

**17. PURCHASE OF OPEN MARKET ITEMS**

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, **only if-**

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

**18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS**

a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- (1) Time of delivery/installation quotations for individual orders;
- (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
- (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

c. The maintenance/repair service provided is the standard commercial terms and conditions for the type of products and/or services awarded.

**19. OVERSEAS ACTIVITIES**

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

**NONE**

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Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

**20. BLANKET PURCHASE AGREEMENTS (BPAs)**

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

**21. CONTRACTOR TEAM ARRANGEMENTS**

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

**INSTALLATION, DEINSTALLATION, REINSTALLATION**

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall receive less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8 or 132-9.

**23. SECTION 508 COMPLIANCE.**

I certify that in accordance with 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d), FAR 39.2, and the Architectural and Transportation Barriers Compliance Board Electronic and Information Technology (EIT) Accessibility Standards (36 CFR 1194) General Services Administration (GSA), that all IT hardware/software/services are 508 compliant:

Yes

The offeror is required to submit with its offer a designated area on its website that outlines the Voluntary Product Accessibility Template (VPAT) or equivalent qualification, which ultimately becomes the Government Product Accessibility Template (GPAT). Section 508 compliance information on the supplies and services in this contract are available at the following website address (URL): <http://www.spatialfront.com/access.html>

The EIT standard can be found at: [www.Section508.gov/](http://www.Section508.gov/).

**24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.**

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

- (a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and
- (b) The following statement:

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This order is placed under written authorization from \_\_\_\_\_ dated \_\_\_\_\_. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

**25. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)**

- (a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.
- (b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—
- (1) For such period as the laws of the State in which this contract is to be performed prescribe; or
  - (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.
- (c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

**26. SOFTWARE INTEROPERABILITY.**

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

**27. ADVANCE PAYMENTS**

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)

**TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51) AND IDENTITY ACCESS MANAGEMENT PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-60F)****1. SCOPE**

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT/IAM Professional Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

**2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)**

- a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

**3. ORDER**

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

**4. PERFORMANCE OF SERVICES**

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT/IAM Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

**5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)**

(a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

(1) Cancel the stop-work order; or

(2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

(b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

(1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

(2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

**6. INSPECTION OF SERVICES**

The Inspection of Services–Fixed Price (AUG 1996) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (MAR 2001) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

**7. RESPONSIBILITIES OF THE CONTRACTOR**

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

**8. RESPONSIBILITIES OF THE ORDERING ACTIVITY**

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT/IAM Professional Services.

**9. INDEPENDENT CONTRACTOR**

All IT/IAM Professional Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

**10. ORGANIZATIONAL CONFLICTS OF INTEREST**

a. Definitions.

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“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

**11. INVOICES**

The Contractor, upon completion of the work ordered, shall submit invoices for IT/IAM Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

**12. PAYMENTS**

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision:

(a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

(b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—

- (1) The offeror;
- (2) Subcontractors; and/or
- (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

**13. RESUMES**

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

**14. INCIDENTAL SUPPORT COSTS**

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

**15. APPROVAL OF SUBCONTRACTS**

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

**16. DESCRIPTION OF IT/IAM PROFESSIONAL SERVICES AND PRICING**
**IT PROFESSIONAL SERVICES PRICE LIST 2012 (SIN 132-51) (IFF Included)**

IT Professional Services	GSA Rate
1. Software Architect	\$99.45
2. Senior Programmer	\$115.48
3. Junior Programmer	\$62.90
4. GIS Analyst	\$56.35
5. Lead GIS Analyst	\$74.07
6. Senior GIS Developer	\$89.34
7. GIS Database Admin	\$89.34
8. GIS System Admin	\$81.38
9. GIS Project Manager	\$107.89
10. Subject Matter Expert	\$136.55
11. Advanced Technology Developer	\$98.04
12. Contract Program Manager III	\$126.64
13. IT Project Manager III	\$97.87
14. Systems Analyst II	\$61.16
15. Web Application Developer III	\$79.35
16. IT Specialist – Lead Developer III	\$92.98
17. GIS Specialist II	\$43.21
18. IT Specialist – Developer II	\$82.04
19. Technical Specialist III	\$79.10
20. Database Manager / Developer II (Oracle)	\$90.53
21. Database Manager / Developer II (Sybase)	\$90.53
22. Enterprise Database Administrator III	\$81.56
23. Information Architect III	\$101.13
24. Technical Writer III	\$64.01
25. SharePoint Developer / Administrator III	\$86.70
26. Unix System Administrator III	\$86.70
27. Windows System Administrator III	\$86.70
28. Drupal Administrator / Back-End Developer III	\$114.18
29. Drupal Front-End Developer II	\$93.39
30. IT Specialist III	\$84.41
31. Mobile Applications Developer III	\$84.41
32. Web Server Administrator / Developer III	\$93.39
33. Business Analyst I	\$47.30
34. Business Analyst II	\$61.16
35. Geospatial Database Analyst III	\$64.10
36. Computer Programmer I	\$48.12



**Spatial Front, Inc.**
**GSA Schedule Contract**
**Labor Category Descriptions SIN 132-51**
**1. Software Architect**
**Role/Responsibilities**

This role designs applications which may run on multiple platforms and may be composed of multiple software packages. This role performs critical evaluation and selection of the software and hardware components of the application and prepares for the development of the application by evaluation and selection of development methodologies and tools. This role is responsible for performance, availability and scalability of the applications, and maintains the functional interface to the application infrastructure.

Education: BS/BA-CS, CIS, EE, Math or equivalent technical studies

Experience: Minimum 5 years of industry experience

Minimum 2 years in area of specialization

**2. Senior Programmer**
**Role/Responsibilities**

Under general supervision, formulates and defines system scope and objectives through research and fact finding to develop or modify moderately complex information systems. Prepares detailed specifications from which programs will be written. Designs, codes, tests, debug, documents, and maintain those programs. Competent to work on most phases of applications systems analysis and programming activities, but requires instruction and guidance in other phases.

Education: BS or BA in CS, CIS, EE, Math or equivalent technical studies.

Experience: 3 to 6 years of experiences in area of specialization.

**3. Junior Programmer**
**Role/Responsibilities**

Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. Designs, codes, tests, debugs, and documents. Education: BS or BA in CS, CIS, EE, Math or equivalent technical studies.

Experience: 1 to 2 years of experiences in area of specialization.

**4. GIS Analyst**
**Role/Responsibilities**

This role provides support for GIS application design, development and analysis using GIS product and tools; Design, develop, document, test and certify applications, programs and systems functionality. Provide sound technical expertise in developing innovative and effective solutions to a variety of complex projects and support Project Management Objectives. Provide support for GIS data compilation, systems integration and implementations.

Assist in GIS production projects.

Education: BS/BA-CS, CIS, GIS, Urban Planning, EE, Math or equivalent technical studies.

Experience: Minimum 1-2 years of industry experience

Minimum 1 year of area of specialization

**5. Lead GIS Analyst**
**Role/Responsibilities**

This role provides support for GIS application design, development and analysis using GIS product and tools; Design, develop, document, test and certify applications, programs and systems functionality. Provide sound technical expertise in developing innovative and effective solutions to a variety of complex projects and support Project Management Objectives. Provide support for GIS data compilation, systems integration and implementations.

Assist in GIS production projects.

Education: BS/BA-CS, CIS, GIS, Urban Planning, EE, Math or equivalent technical studies.

Experience: Minimum 4 years of industry experience

Minimum 2 year of area of specialization

#### **6. Senior GIS Developer**

##### **Role/Responsibilities**

This role develops and implements solution to complex problems involving geographic data and records; Performs GIS computer programming to take full advantage of GIS platform functions and applications;

Education: BS/BA-CS, CIS, GIS, Urban Planning, EE, Math or equivalent technical studies.

Experience: Minimum 3 years of industry experience

Minimum 2 year of area of specialization

#### **7. GIS Database Administrator**

##### **Role/Responsibilities**

Under general direction, designs, implements and maintains complex databases with respect to JCL, access methods, access time, device allocation, validation checks, organization, protection and security, documentation, and statistical methods. Includes maintenance of database dictionaries, overall monitoring of standards and procedures, and integration of systems through database design. Competent to work at the highest level of all phases of database management.

Education: BS/BA-CS, CIS, EE, Math or equivalent technical studies

Experience: 3 to 7 years industry experience

Minimum 2 years in area of specialization

#### **8. GIS System Administrator**

##### **Role/Responsibilities**

Under general supervision, responsible for installing, configuring, and maintaining operating system workstations and servers, including web servers, in support of business processing requirements.

Performs software installations and upgrades to operating systems and layered software packages. Schedules installations and upgrades and maintains them in accordance with established IT policies and procedures. Monitors and tunes the system to achieve optimum performance levels. Ensure workstation/server data integrity by evaluating, implementing, and managing appropriate software and hardware solutions. Ensure data/media recoverability by implementing a schedule of system backups and database archive operations.

Education: BS/BA-CS, CIS, EE, Math or equivalent technical studies

Experience: 3 to 7 years industry experience

Minimum 2 years in area of specialization

#### **9. GIS Project Manager**

##### **Role/Responsibilities**

This role is responsible for leading a project team in delivering a solution to the customer using the appropriate business measurements and terms and conditions for the project according to the project charter, project agreement or contract. They have overall performance responsibility for managing scope, cost, schedule, and contractual deliverables, which includes applying techniques for planning, tracking, change control, and risk management. They are responsible for managing all project resources, including subcontractors, and for establishing an effective communication plan with the project team and the customer. They provide day to day direction to the project team and regular project status to the customer.

Education: BS/BA in CS, CIS, or equivalent technical studies with specialized PMP (Project Management Professional) courses desirable

Experience: Minimum 3 years of technical project management experience

#### **10. Subject Matter Expert**

##### **Role/Responsibilities**

Recognized for strong expertise in industry issues and trends. Utilizes functional area expertise gained through direct industry experience to assess the operational and functional baseline of an organization and its organizational components. Works with senior managers and executives to provide industry vision and strategic direction with regard to their enterprise. Guides the determination of information technology inadequacies and/or deficiencies that

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affect the functional area's ability to support/meet organizational goals. Generates functional area strategies for enhanced IT operations in a cross-functional area mode throughout the organization. Participates in account strategy sessions, strategic assessments and design reviews to validate enterprise approach and associated work products.

Education: BS/BA-CS, CIS, EE, Math or equivalent technical studies.

Experience: Minimum 8 years of industry experience

Minimum 4 year of area of specialization

**11. Advanced Technology Developer****Role/Responsibilities**

In this role, the developer: (a) Must be able to translate applications requirements into web-based solutions using available technology. (b) Must be able to apply new and emerging technologies to the software development process.

Education: BS/BA-CS, CIS, EE, Math or equivalent technical studies.

Experience: Minimum 6 years of industry experience

Minimum 3 year of area of specialization

**12. Contract Program Manager III****Role/Responsibilities**

In this role, the Contact Program Manager provides program leadership and vision. Develops and manages a clear and detailed program plan. Manages multiple projects and apply common standards and processes to the execution of projects. Coordinates between project managers and the scheduling and tracking of projects. Monitors program progress, issues, risks and reports. Oversees and manages program budget and contract administration. Serves as the primary point of contact to the CO and COR on all matters. Provides supervision and guidance to personnel as appropriate. Prepares and/or gives presentations and briefings. Possess strong interpersonal and customer service skills. Has strong problem solving skills and is able to quickly address and resolve a variety of issues.

Education: MBA or Masters in Public Policy, Economic, Statistics or Social Sciences is required. A PhD in similar fields is preferred. Project Management Professional (PMP), Program Management Professional (PgMP) or equivalent is desirable.

Experience: 7 years+ of general experience with 2 years+ of specialized experience.

**13. Information Technology (IT) Project Manager III****Role/Responsibilities**

In this role, the Information Technology (IT) Project Manager monitors project progress, issues, risks and reports. Manages and coordinates project tasks, activities, resources and budgets. Oversees and manages multiple projects and provides high quality deliverables and services within budget and on-time. Possesses experience in the areas of server operations and management; systems administration, change management, network management, capital planning, websites operations and maintenance, asset management and systems architecture. Provides supervision and guidance to personnel as appropriate. Prepares and/or give presentations and briefings. Possesses strong interpersonal and customer service skills. Has strong problem solving skills and be able to quickly address and resolve a variety of issues.

Education: BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required. PMP certification or equivalent is required. Information Technology Infrastructure Library (ITIL) certifications are desirable.

Experience: 8 years+ of general experience with 5 years + of specialized experience.

**14. Systems Analyst II****Role/Responsibilities**

In this role, the Systems Analyst II performs technical work using both standard and non-standard analysis, design, and programming techniques, determines customer requirements for the final program or system, analyzes problems in terms of such factors as user requirements, input data and form, output data and form, available computer configuration, processing turn-around time requirements, input and output checking, and overall problem-schedule requirements. Positions advises on information technology to help define automation needs. May provide advice on system design configurations, procedural and technical aspects of automated records, hardware acquisition and maintenance, and develops and writes suitable source code required for computer processing. May also include responsibilities such as: Data Acquisition, Compilation and Analysis Support; Electronic Reporting and Data Entry

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Applications Support; Database and Database Systems Support; Data Dissemination Support; System Maintenance, Modification and Technical Support.

Education: BS/BA is required.

Experience: 2 years+ of general experience with 1 year to 2 years+ of specialized experience.

**15. Web Applications Developer****Role/Responsibilities**

In this role, the Web Applications Developer III monitors server performance and resolves and reports any problems. Works to resolve any issues. Monitors backups, conduct periodic test recoveries and report any problems. Coordinates and works with system administrators on web server migrations, software upgrades and patches, documentation and troubleshooting. Manages users and permissions. Setup and configure websites. Sets up, tests, implements, tunes and/or optimizes search engine, surveys and web analytics. Leads, assists and/or develops, tests, troubleshoots, implements and documents code according to user requirements. Works with Business Analyst during requirements gathering phase. Resolves problems with existing programs (Java, Perl, PHP and other languages) and make enhancements. Serves as Drupal Administrator back-up.

Education: BS/BA (preferably in Computer Science, Information Systems, Engineering, or Business) is preferred.

Experience: 8 years+ of general experience with 5 years to 8 years+ of specialized experience.

**16. IT Specialist Lead Developer III****Role/Responsibilities**

In this role, the IT Specialist Lead Developer III is responsible for providing technical advice to senior management and addressing technical concerns. This advice and communications are relative to the current airline data systems, and any new systems that may be considered in the future. Responsible for converting business needs into technical requirements, designing technical approaches and system architecture based on the needs and technical requirements, and developing project implementation plans and schedules. Provides leadership in determining business rules, defining the technical work, and ensures that documentation is created and maintained. Assigns tasks and provides technical guidance and instructions to team members. Enforces quality control over the team's work. Along with the Program Manager, monitors the progress of assignments and enforces schedules. Responsibilities may include: data acquisition, compilation and analysis support; electronic reporting and data entry applications support; database and database systems support; data dissemination support; and system maintenance, modification and technical support.

Education: BS/BA is required.

Experience: 8 years+ of general experience with 5 years to 8 years+ of specialized experience.

**17. GIS Specialist II****Role/Responsibilities**

In this role, the GIS Specialist II provides GIS support for the cartographic and geospatial analysis functions of including, on-call support, on a 24-7 basis, to agency site(s), produce maps for analyses and publications, perform geospatial analyses in support of projects, develop geospatial applications to assist analysts, assist in geospatial data development projects, create GIS Web applications, staff exhibits, and assist in distributing products.

Education: BS/BA in geography (or related field) is preferred.

Experience: 3 years+ of general experience with 2 years to 3 years+ of specialized experience.

**18. IT Specialist Developer II****Role/Responsibilities**

In this role, the IT Specialist Developer II performs technical work using both standard and non-standard analysis, design, and programming techniques, determines customer requirements for the final program or system, analyzes problems in terms of such factors as user requirements, input data and form, output data and form, available computer configuration, processing turn-around time requirements, input and output checking, and overall problem-schedule requirements. Advises on information technology to help define automation needs. May provide advice on system design configurations, procedural and technical aspects of automated records, hardware acquisition and maintenance, and develops and writes suitable source code required for computer processing. Responsibilities may include: data acquisition, compilation and analysis support; electronic reporting and data entry applications support; database and database systems support; data dissemination support; and system maintenance, modification and technical support.

Education: BS/BA is required, MS/MA preferred.

Experience: 3 years+ of general experience with 2 years to 3 years+ of specialized experience.

**19. Technical Specialist III****Role/Responsibilities**

In this role, the Technical Specialist III applies knowledge of computer science principles, information management principles, data processing functions, ADP hardware and software systems structures and operations, and computer programming languages and techniques to solve automation problems. Applies scientific, engineering or business objectives by writing, modifying, or adapting computer programs in machine level, assembly, and third or fourth generation programming languages. Interfaces with and uses minicomputer and mainframe computer systems in addressing project objectives. Uses standard or conventional approaches to define, plan, organize, design, develop, modify, test and integrate database or data processing systems, computer hardware systems, and simulation models. Responsible for segments or phases of special projects. Applies knowledge of security and access controls, and security requirements (regulatory, standard and other measures according to COR) for data and systems.

Education: BS/BA (preferably in Computer Science, Management Information Systems or related field) is required, MS/MA preferred.

Experience: 7 years+ of general experience with 2 years of 7 years+ of specialized experience.

**20. Database Manager / Developer II (Oracle)****Role/Responsibilities**

In this role, the Database Manager / Developer II (Oracle) applies knowledge of computer science principles, information management principles, data processing functions, ADP hardware and software systems structures and operations, and computer programming languages and techniques to solve automation problems. Applies scientific, engineering or business objectives by writing, modifying, or adapting computer programs in machine level, assembly, and third or fourth generation programming languages. Interfaces with and uses minicomputer and mainframe computer systems in addressing project objectives.

Education: MS/MA in related field is required.

Experience: 7+ years of general experience, with 2 years of specialized experience.

**21. Database Manager / Developer II (Sybase)****Role/Responsibilities**

In this role, the Database Manager / Developer II (Sybase) applies knowledge of computer science principles, information management principles, data processing functions, ADP hardware and software systems structures and operations, and computer programming languages and techniques to solve automation problems. Applies scientific, engineering, or business objectives by writing, modifying, or adapting computer programs in machine level, assembly, and third or fourth generation programming languages. Interfaces with and uses minicomputer and mainframe computer systems in addressing project objectives.

Education: MS/MA in related field is required.

Experience: 7+ years of general experience, with 2 years of specialized experience.

**22. Enterprise Database Administrator III****Role/Responsibilities**

In this role, the Enterprise Database Administrator II provides operational support of computer hardware, system software, applications software, and system and user data files as configured within the associated database system. Provides maintenance for the integrity of all user/ system data files, data verification following system restoration / recovery procedures, and data format conversion procedures during the import and / or export of data. Provides database reporting / printout support. Analyzes performance indicators such as system's response time and number of programs being processed to ensure operational efficiency. Supports development of operating procedures and user technical manuals. Support is provided to a variety of database systems (MySQL, Oracle versions 8i, 10g and 11g and/or Sybase version IQ 15.4). Runs, tests, and verifies backups.

Education: BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required.

Database certifications or equivalent are desirable.

Experience: 8 years+ of general experience, with 5 years of specialized experience.

**23. Information Architect III****Role/Responsibilities**



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In this role, the Information Architect III identifies user requirements by researching and analyzing web analytics. Plans information architecture by researching the website features, functionality, interface and common scenarios. Reviews, edit, inserts, and approves content meta tags as part of the website workflow process. Develops an information architecture plan that presents information in a uniform manner across websites. Implement information architecture plan by preparing paper and web mockups. Test information architecture plan by conducting user tests.

Education: BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required.

Database certifications or equivalent are desirable.

Experience: 8 years+ of general experience, with 5 years of specialized experience in developing and implementing information architecture for websites.

**24. Technical Writer III****Role/Responsibilities**

In this role, the Technical Writer III writes and edits a variety of technical articles, reports, manuals, web and social media content and/or speeches and presentations for a wide range of uses. Able to use data and research to develop themes and storytelling in support of agency communications goals. Works with other members of a mission-oriented business services team, from planning stages through final release or presentation to coordinate production schedules, plan review cycles, and maintain version control. May be responsible for coordinating the display of graphics, the scripting of presentations, and the production and publication of documents in conjunction with high-visibility news events.

Education: BS/BA (preferably in English or Communications) is required, MS/MA preferred.

Experience: 8 years+ of general experience with 5 years to 8 years+ of specialized experience in technical writing related to agency mission and familiar with a variety of the field's concepts, practices, procedures, and relevant software. Familiarity with standards and procedures for information security and data confidentiality.

**25. SharePoint Administrator / Developer III****Role/Responsibilities**

In this role, the SharePoint Administrator Developer III monitors server performance and resolves and report any problems. Monitors backups, conducts periodic test recoveries and reports any problems. Coordinates and works with system administrators on web server migrations, software upgrades and patches, documentation and troubleshooting. Works to resolve any issues. Manages users and permissions. Sets up and configures websites. Sets ups, tests, implements, tunes and/or optimizes search engines, surveys and web analytics. Leads, assists and/or develops, tests, troubleshoots, implements, and documents code according to user requirements. Works with Business Analyst during requirements gathering phase. Resolves problems with existing program and make enhancements.

Education: BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required, MS/MA preferred.

Experience: 8 years+ of general experience with 5 years of 8 years+ of specialized experience in a federal IT environment.

**26. UNIX System Administrator III****Role/Responsibilities**

In this role, the Windows System Administrator III oversees the daily operations of the UNIX systems engineering function. Implements and maintains policies and practices for UNIX computing using Oracle Solaris software versions 7, 9 and 10. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks related to the function of the position. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Typically consult with the head of a unit/ department.

Education: BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required. UNIX certifications or equivalent are desirable.

Experience: 8 years+ of general experience with 5 years of 8 years+ of specialized experience.

**27. Windows Systems Administrator III****Role/Responsibilities**

In this role, the Windows Systems Administrator III oversees the daily operations of the Windows Server systems engineering function. Implements and maintains policies and practices for Windows computing. Familiar with a

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variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Typically consults with the head of a unit/department.

Education: BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required. Windows certifications or equivalent are desirable.

Experience: 8 years+ of general experience with 5 years of 8 years+ of specialized experience.

**28. Drupal Administrator / Back-end Developer III****Role/Responsibilities**

In this role, the Drupal Administrator / Back-end Developer III uses Acquia Insight to analyze, manage and tune Drupal CMS. Monitors backups, conducts periodic test recoveries. Works with Acquia Technical Support to resolve any issues. Manages users and permissions. Sets up and configures websites. Sets up, tests, implements, tunes and/or optimizes search engine, surveys and web analytics. Leads, assists and/or develops, tests, troubleshoots, implements and documents contributed and custom Drupal modules according to user requirements. Works with Business Analyst during requirements gathering phase. Serves as Web Server Administrator backup.

Education: BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required. Programming certifications or equivalent are desirable.

Experience: 8 years+ of general experience with 5 years of 8 years+ of specialized experience.

**29. Drupal Front-end Developer II****Role/Responsibilities**

In this role, the Drupal Front-end Developer II enhances Drupal theme and re-theme website for periodic redesigns. Manages content types. Develops and edits content input forms. Develops, edits and/or compresses images. Helps review websites for accessibility and privacy violations; and navigation and information architecture conformance. Conducts web quality checks on content. Provides customer assistance and support. Input and upload content.

Education: BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required.

Experience: 2 years+ of general experience with 1 year of 2 years+ of specialized experience.

**30. IT Specialist III****Role/Responsibilities**

In this role, the IT Specialist III applies knowledge of computer science principles, information management principles, data processing functions, ADP hardware and software systems structures and operations, and computer programming languages and techniques to solve automation problems. Applies scientific, engineering or business objectives by writing, modifying, or adapting computer programs in machine level, assembly, and third or fourth generation programming languages. Interfaces with and uses minicomputer and mainframe computer systems in addressing project objectives. Uses standard or conventional approaches to define, plan, organize, design, develop, modify, test and integrate database or data processing systems, computer hardware systems, and simulation models. Responsible for segments or phases of special projects. Applies knowledge of security and access controls, and security requirements (regulatory, standard and other measures according to COR) for data and systems.

Education: BS/BA in related field is required, MS/MA is preferred.

Experience: 8 years+ of general experience with 5 year of 8 years+ of specialized experience.

**31. Mobile Applications Developer III****Role/Responsibilities**

In this role, the Mobile Application Developer III leads, assists, and/or develops, tests, troubleshoots, implements, and documents mobile applications on iOS, Android and other platforms. Works with Business Analyst during requirements gathering phase. Sets up and configures mobile websites.

Education: BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required. Programming and mobile app certifications or equivalent are desirable.

Experience: 8 years+ of general experience with 5 years of 8 years+ of specialized experience.



**32. Web Server Administrator / Developer III****Role/Responsibilities**

In this role, the Web Server Administrator / Developer III monitors server performance and resolves and reports any problems. Works to resolve any issues. Monitors backups, conducts periodic test recoveries and reports any problems. Coordinates and works with system administrators on web server migrations, software upgrades and patches, documentation and troubleshooting. Manages users and permissions. Sets up and configures websites. Sets up, tests, implements, tunes and/or optimizes search engine, surveys and web analytics. Leads, assists and/or develops, tests, troubleshoots, implements and documents code according to user requirements. Works with Business Analyst during requirements gathering phase. Resolves problems with various programs and make enhancements. Serve as Drupal Administrator back-up.

Education: BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required. Programming and server certifications or equivalent are desirable.

Experience: 8 years+ of general experience with 5 years of 8 years+ of specialized experience.

**33. Business Analyst I****Role/Responsibilities**

In this role, the Business Analyst I interprets results using a variety of techniques, ranging from simple data aggregation via statistical analysis to complex data mining. Designs, develops, implements and maintains business solutions. Works directly with clients and project and business leaders to identify analytical requirements. Has knowledge of commonly-used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job.

Education: BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required. Programming and server certifications or equivalent are desirable.

Experience: 1 years+ of general experience with 1 years+ of specialized experience.

**34. Business Analyst II****Role/Responsibilities**

In this role, the Business Analyst II formulates and defines systems scope and objectives based on both user needs and a thorough understanding of business systems and industry requirements. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operation time, and form of desired results. Includes analysis of business and user needs, documentation of requirements, and translation into proper system requirements specifications. Provides consultation on complex projects and is considered to be the top level contributor/specialist of most phases of systems analysis, while considering the business implications of the application of technology to the current and future business environment.

Education: BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required. Programming and server certifications or equivalent are desirable.

Experience: 2 years+ of general experience with 1 years to 2 years+ of specialized experience.

**35. Geospatial Database Analyst III****Role/Responsibilities**

In this role, the Geospatial Database Analyst III administers all geospatial data through systems such as Spatial Database Engine (SDE), Oracle, and SQL Server. Includes loading/formatting geospatial data into SDE, Oracle, and SQL Server, troubleshooting data problems within SDE/Oracle/SQL Server, and continually tuning the database servers to optimize use and access. Administers all ArcGIS Server web mapping applications. Provides technical support to GIS staff on geospatial database issues/problems and on ArcGIS Server issues/problems including all phases of production, data collection, data standardization, QA/QC, metadata creation, and CDROM production. Manages GIS software updates and installs. Assists GIS staff with projects involving the creation and/or maintenance of geospatial data. Assists GIS staff with mapping and analysis tasks, and assisting in distributing products.

Education: BS/BA Geography or related field required, MS/MA preferred.

Experience: 8 years+ of general experience with 5 years to 8years+ of specialized experience.

**36. Computer Programmer I****Role/Responsibilities**

In this role, the Computer Programmer I applies knowledge of computer science principles, information management principles, data processing functions, ADP hardware and software systems structures and

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operations, and computer programming languages and techniques to solve automation problems. Applies scientific, engineering or business objectives by writing, modifying, or adapting computer programs in machine level, assembly, and third or fourth generation programming languages. Uses standard or conventional approaches to define, plan, organize, design, develop, modify, test and integrate database or data processing systems, computer hardware systems, and simulation models. Responsible for segments or phases of special projects.

Education: AS/AA in Computer Science or related field preferred, or have earned pertinent certificates in computer technologies (for example but not limited to Oracle, Java, SQL Server and etc.) to demonstrate knowledge.

Experience: 1 years+ of general experience.

**37. Data Analyst I****Role/Responsibilities**

In this role, the Data Analyst I provides support in data collection activities and data analysis tasks including, but not limited to, collection and analysis of data, research, survey data and program evaluation.

Education: BS/BA in Statistics or related field is preferred.

Experience: 1 years+ of general experience.

**USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION  
PROCUREMENT PROGRAMS****PREAMBLE**

Spatial Front, Inc provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

**COMMITMENT**

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact

Shawn Zhang  
Spatial Front, Inc  
8800 Cord Cir  
Potomac, MD 20854  
Phone: 240.751.4883  
Cell: 240.498.2960  
Email: [shawn@spatialfront.com](mailto:shawn@spatialfront.com)  
Web: <http://www.spatialfront.com>

**BEST VALUE  
BLANKET PURCHASE AGREEMENT  
FEDERAL SUPPLY SCHEDULE**

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and Spatial Front, Inc enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) \_\_\_\_\_.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the ordering activity that works better and costs less.

Signatures

\_\_\_\_\_  
Ordering Activity                      Date

\_\_\_\_\_  
Spatial Front, Inc                      Date

**(CUSTOMER NAME)**  
**BLANKET PURCHASE AGREEMENT**

Pursuant to GSA Federal Supply Schedule Contract Number(s) \_\_\_\_\_, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

- (1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE
_____	_____
_____	_____
_____	_____

- (2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

- (3) The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be \_\_\_\_\_.

- (4) This BPA does not obligate any funds.

- (5) This BPA expires on \_\_\_\_\_ or at the end of the contract period, whichever is earlier.

- (6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

- (7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

- (8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Purchase Order Number;

- (f) Date of Purchase;
  - (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
  - (h) Date of Shipment.
- (9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.
- (10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

## **BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”**

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a ordering activity requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions or the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customers needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer’s requirement.
- Customers make a best value selection.